

**ADA TOWNSHIP BOARD MEETING
MINUTES
JANUARY 13, 2014**

Meeting was called to order by Supervisor Haga at 7:00 p.m. Members present: Supervisor Haga, Clerk Burton, Treasurer Rhoades, Trustee LeBlanc, Trustee Proos, Trustee Jacobs, and Trustee Smith. Also present were Parks Director Mark Fitzpatrick, and sixteen community members.

APPROVAL OF AGENDA

Motion by LeBlanc, supported by Jacobs, to approve the Agenda as presented. Yes – 7; No – 0; Absent – 0. Motion carried.

GENERAL TOWNSHIP BUSINESS

CONSENT AGENDA

Approval of Minutes

January 13, 2014 Regular Board Meeting

Receive and File Various Reports/Communications

1. Building Permit Report-11/13; 2. Treasurer's Investment Report-11/13; 3. Comcast Update-12/3/13; 4. Ada Open Space Advisory Board Minutes-11/14/13; 5. Ada DDA Minutes-11/18/13, 12/4/13; 6. Utility Advisory Board Minutes-11/21/13; 7. Hope Network-Transportation Report-11/13; 8. Rebuild Whites Covered Bridge-12/30/13.

Motion by Proos, supported by Smith, to approve the Reports and Communications under the Consent Agenda. Yes – 7; No – 0; Absent – 0. Motion carried.

APPROVAL OF WARRANTS

ADA TOWNSHIP GENERAL WARRANTS

Treasurer Rhoades reported the general township warrants, with receipts in the following amounts: Hand Checks: #101 \$32,574.10; #205 \$2,461.42; #208 \$4,016.57; #248 \$43,415.98; #590 \$93,926.98; #591 \$83,770.21; #592 \$727.23; Total all Hand Checks: \$260,892.49; Warrants: #101 \$30,595.31; #205 \$28,951.00; #208 \$3,805.34; #211 \$16,351.25; #213 \$9,137.27; #248 \$1,863.34; #590 \$95,433.50; #591 \$96,235.44; #592 \$4,770.11; Total Warrants: \$287,142.56. Total All Checks and Warrants: \$548,035.05.

Moved by Smith, supported by LeBlanc, to approve the Warrant Report for January 13, 2014, in the total amount of \$548,035.05. Roll Call: Yes – Jacobs, Smith, Rhoades, LeBlanc, Proos, Burton, and Haga; No – 0; Absent – 0. Motion carried.

PUBLIC COMMENT

None.

BOARD COMMENT

Trustee Proos stated it's an exciting time to be on the Board with all the new changes and growth, and he's excited for what the New Year will bring.

Clerk Burton stated she also is pleased to be on the Board, as it is exciting what is going on right now. Also, she stated the Township is no longer an acceptance agency for passports, so all passport applications should now be directed to the post office in Ada.

UNFINISHED BUSINESS

None.

NEW BUSINESS

TECHNOLOGY UPGRADE-PARKS DEPARTMENT AND FIRE DEPARTMENT CONNECTIVITY TO TOWNSHIP HALL

John Gibson, Siegfried Crandall, IT Consultant for Ada Township, stated the recommendation is usually to replace the server in its fifth year, which is this year; if the server were to go down the Township would be without service for one to two weeks. He stated the township is also looking at connecting the Parks and Fire Departments to the same equipment and bringing them in-house under the same recovery, as right now they have their own data on their own computers, and are doing their own back-ups. Gibson presented an estimate for IT upgrading, which includes Secant Services, HP Server, Secant Broadband Setup Services, and IT Consultant Services, totaling \$51,386.18.

Motion by Rhoades, supported by Jacobs, to approve the recommendation for the Ada Township Technology Upgrade-Parks Department and Fire Department Connectivity to Township Hall, which includes Secant

Services, HP Server, Secant Broadband Setup Services, and IT Consultant Services at a total cost of \$51,386.18, including the monthly recurring charges through Secant at a total cost of \$7,800.00 annually, saving the township \$4,436.60 annually. Roll call: Yes – Jacobs, Smith, Rhoades, LeBlanc, Proos, Burton, and Haga; No – 0; Absent – 0. Motion carried.

A discussion followed regarding the township's purchasing policy which stipulates vendors be present at the Board Meeting at which the approval is being sought. Gerald Minich from Secant Technology had not yet arrived at the meeting but was expected momentarily. It was agreed more information was needed from both Minich and Gibson, not only regarding the specifications and bidding for the project, but about Secant's affiliation with Siegfried Crandall.

It was suggested the Technology Upgrade item be tabled until later in the meeting.

Motion by Jacobs, supported by LeBlanc, to table action on the Technology Upgrade until later in the meeting. Yes – 7; No – 0; Absent – 0. Motion carried.

AVERILL HISTORIC MUSEUM IMPROVEMENTS

This is a project that the Ada Township Historical Committee has reviewed, and the process is for approval to proceed and ultimately obtain bids.

Bernie Veldkamp, President of the Ada Historical Society, stated they are requesting specific improvements to the Averill Historical Museum house. Ken Dixon, architect and member of the Historical Society Board, gave the society's four goals for the building: to repair the deteriorating building; to increase public safety; to add functionality to the building; and to add aesthetics. As such, the committee recommended enclosing the front porch of the museum building, adding fencing, and installing shutters at window locations on the building. Funding for the project would be one-third from the Ada Historical Society, and Ada Township matching up to one-third of the project cost, with fundraising filling the balance.

Motion by Proos, supported by Jacobs, to approve the recommendation of the Improvement Request to the Averill Historical Museum Building, and proceed to bid on the project which includes the painting of the building, with the estimated cost at \$115,000. Yes – 7; No – 0; Absent – 0. Motion carried, as amended.

Amended motion by Proos, supported by Rhoades, to include the painting of the Averill Historical Museum Building at an estimated cost of \$15,000. Yes – 7; No – 0; Absent – 0. Motion carried.

RESOLUTION R-011314-1, RUN 4 A CAUSE 5TH ANNUAL RUN

Denise Hamill, Race Director, stated they are requesting permission to hold their Fifth Annual Run 4 A Cause, which benefits the Helen DeVos Children's Hospital. She stated they have given \$85,000 to the hospital in four years.

Motion by Proos, supported by Smith, to adopt Resolution R-011314-1, Run 4 A Cause 5th Annual Run, to be held on June 14, 2014 from 8:15 a.m. to 10 a.m. Roll call: Yes - Jacobs, Smith, Rhoades, LeBlanc, Proos, Burton, and Haga; No – 0; Absent – 0. Resolution adopted.

RESOLUTION R-011314-2, AMENDMENT 38 IN THE ARTICLES OF INCORPORATION OF GRAND VALLEY METROPOLITAN COUNCIL

Supervisor Haga stated since we are members of the Grand Valley Metropolitan Council there is a process that whenever a new member joins that we effectively concur or support that new member, and the new member is Lowell Township.

Motion by Smith, supported by LeBlanc, to adopt Resolution R-011314-2, Amendment 38 in the Articles of Incorporation of the Grand Valley Metropolitan Council to accept new member, Lowell Township. Roll call: Yes - Jacobs, Smith, Rhoades, LeBlanc, Proos, Burton, and Haga; No – 0; Absent – 0. Resolution adopted.

TECHNOLOGY UPGRADE-PARKS DEPARTMENT AND FIRE DEPARTMENT CONNECTIVITY TO TOWNSHIP HALL

Motion by Smith, supported by Rhoades, to remove the Technology Upgrade-Parks Department and Fire Department Connectivity to Township Hall, from the table. Yes – 7; No – 0; Absent – 0. Motion carried.

Gerald Minich, Secant Technology, stated we do have a proposal we have been working on for about two years to replace a server for Ada Township, and we presented a solution to connect the Township Hall, the Fire Department and the Parks Department. He stated we do design our solutions as a baseline of five years, which is typical of the technology based on the equipment itself, the advances that are made over time, and the operating systems and software that would run on those platforms. Ada's equipment has run its five-year course.

Supervisor Haga stated we did budget dollars for this in the Budget, and because we aren't technology experts, depend on our consultant to assist us, with no intent to second-guess the bidding process. The original motion was acted upon.

RESOLUTION R-011314-3, A RESOLUTION TO EXEMPT ADA TOWNSHIP FROM PUBLIC ACT 152 OF 2011 FOR YEAR 2014

Supervisor Haga stated the purpose for this request is that State of Michigan Public Acts regarding public employer healthcare contributions haven't in the past included Health Savings Account (HSA) dollars paid to employees. For the fiscal year 2013-14, by considering the anticipated 8% premium increase for the insurance, and going from 15% to 20% for the employee payments of the health insurance, these numbers reflect that we're exceeding the hard caps. Therefore we request the resolution be adopted for the exemption.

Motion by Smith, supported by LeBlanc, to adopt Resolution R-011314-3, a Resolution to exempt Ada Township from Public Act 152 of 2011 for Year 2014, which is for public employer healthcare contributions. Roll Call: Yes - Jacobs, Smith, Rhoades, LeBlanc, Proos, Burton, and Haga; No – 0; Absent – 0. Resolution adopted.

APPROVAL OF PHASE 1, ENVISION ADA FOR ENGINEERING SERVICES PROPOSAL

Steve Groenenboom, Moore & Bruggink, stated this proposal is for completion of the design services, bidding, services, and complete construction, engineering, inspection, survey, and testing services for Phase 1 of the Envision Ada Plan, at a total cost of \$246,000. He stated construction would start middle to late May and be completed by late September.

Motion by Proos, supported by Rhoades, to approve Phase 1, Envision Ada for Engineering Services Proposal as presented, at a total cost of \$246,000. Roll Call: Yes - Jacobs, Smith, Rhoades, LeBlanc, Proos, Burton, and Haga; No – 0; Absent – 0. Motion carried.

OPPORTUNITY FOR PUBLIC COMMENT

None.

ADJOURNMENT

The meeting was adjourned at 8:47 p.m.

Susan Burton, CMC
Ada Township Clerk

Date

RS/dr